

**Transportation Advisory Committee  
Minutes**

**June 17, 2009**

**Present:** Henry Anderson, Barbara Anderson, Miriam Bader, Frank Claffey, Dean Eastman, Joseph Elgosin, Glenn English, Joel Godston, Doug Grant, Carl Martland, and Beverly Raymond.

**Staff:** Tara Bamford, Mary Deppe, and Michelle Moren.

**Call To Order:**

Beverly Raymond called the meeting to order at 3:00. The minutes, agenda and handouts were passed out and members introduced themselves. Joseph Elgosin made a motion to approve the minutes from the 5/27/09 meeting. Glenn English seconded the motion, all were in favor and the minutes were approved.

**Review and Approve Introduction of RTP:**

Edits: Review map, scale issues and accuracy page 7.

The transportation policy statements were updated to include SAFETEA-LU.

Question: Does the wording pedestrian ways include trails? Yes

Comment: As a whole it looks good.

Motion to accept the Introduction of RTP with edits made by Joel Godston and seconded by Joseph Elgosin, all were in favor, none opposed.

**Review and Approve Land Use Chapter of RTP:**

There was discussion about how the Land Use Chapter is generalized to give guidelines, help evaluate projects and impact land use patterns along with education. Reads well and is written so everyone can understand.

Edit: Typo page 7 last paragraph pursuant.

Comment: Check to make sure the DRI is consistent with the new legislation.

There was discussion about whether or not there is a need to mention stimulus funding in the plan and it was concluded that it was not necessary.

There was discussion about the conservation and land trusts and the link to transportation. Reserving land for conservation is a way to help concentrate areas connected by corridors. This possibly fits into the Master Plan and Tara Bamford will consider expanding on this in the Land Use Chapter (page 6).

Motion to accept the Land Use Chapter of RTP made by Glenn English and seconded by Frank Claffey, all were in favor, none opposed.

**Review and Approve the Coordinated Public Transit and Human Services Transportation Plan for New Hampshire's North Country:**

Comment: Kit Morgan and Shelly Winters of NHDOT (Bureau of Rail and Transit) have been involved in this process and sent a written statement supporting the development of the Coordinated Transit Plan. The TAC was asked to review and comment on Chapter 5, Strategies to Meet Transportation Needs. There was discussion about how the plan was put together well and is easy to understand. There was some discussion about the region and towns that were covered in this plan. The NCC region (Coos and parts of Grafton and Carroll Counties) and the portion of Carroll County that is in the Lakes Region Planning Commission region were covered in this plan.

Edit: Add non-profits to strategy #1.

Edit: Title use "and" in place of the hyphen.

Comments: Page 38, Regional Transportation Coordinator is the Broker.

Edit: In strategy #3, specific organizations should be listed, i.e. schools, VA clinics, senior centers, etc.

A motion to accept the Strategies Chapter of the Coordinated Public Transit and Human Services Transportation Plan for New Hampshire's North Country with revisions was made by Frank Claffey and seconded by Joel Godston. All were in favor, none opposed and the Strategies chapter was approved.

Comment: Congratulations and job well done to Mary Deppe on developing and writing the plan.

There was discussion about how the SCC will be meeting on the 26<sup>th</sup> to make a decision about the regional boundaries of RCC 1 and 2. All towns have been asked to participate and participation has been good.

The committee was asked to take a look through the draft of the full Transit Plan and submit comments to Mary Deppe by next Wednesday (6/24/09). NCC will be hosting a public hearing on August 12, 2009 and would like to NCC Reps to adopt the Transit Plan and the Regional Transportation Plan. (The Transit Plan will be a chapter of the Regional Transportation Plan.)

### **Other Business:**

#### **Transportation Enhancement Program:**

Mary Deppe explained that she participated in a meeting with DOT and other RPC's about the new grant applications and guidelines. Letters of Intent are due to the RPC's and DOT no later than 3pm July 2, 2009 in order to be eligible to submit a full application. Mandatory managed workshops will be held in July / August. Applications and grant guidelines are available online. NCC sent letters to NCC towns about the grant round and will send out reminder letters about the Letters of Intent next week. The project, amount and scope of work can change from the letter of intent. Full applications are due September 15<sup>th</sup> to DOT and NCC.

NCC will review the projects, score them and rank them after the September 15<sup>th</sup> deadline. The scoring criteria and process needs to be updated before that time. NCC will send out a revised draft of the scoring criteria and procedure before the August TAC meeting to be reviewed, updated, and approved in August. DOT will try to fund the number one priority project in each RPC region (9 total), but are limited by the amount of funding that is available for the whole State. DOT anticipates \$3million available for each year of the TE program (\$6 million total.)

Mary Deppe passed out copies of the previous scoring to the TAC for review.

There are 12 project categories for eligible projects. Some projects will fit into one category, while others may fit into multiple categories.

There is a link TE project examples on the DOT web-site and they could provide ideas to interested towns or organizations.

Question: Does NCC offer grant writing assistance? Many small towns do not have the capacity to complete and application and may need assistance. It is not a conflict for NCC to help. NCC can provide assistance, however resources are not available to develop the full applications for towns and organizations.

#### **Stimulus Funding:**

There was discussion about stimulus funding and how projects can get a portion of it. Projects must be "shovel ready" with all engineering done.

There was discussion about the bridge in Stewartstown crossing into Beecher Falls, Vermont where the Ethan Allen manufacturing facility is. This bridge has had weight restrictions placed on it and is closed for large trucks. Fred King expressed his concern and explained that it is an important bridge for the North Country. He explained that Councilor Raymond Burton is attending the GACIT meeting in Concord and will be expressing his concern over the situation to the DOT Commissioner.

#### **Transit Update:**

Beverly Raymond explained that the funding for the Carroll County project may not fund all the services requested in the application. TCCAP is revising the application and the projected start date for the project is being extended from April 2010 to July. Beverly explained that North Country Transit will be submitting a request to NHDOT for training funding for the drivers

being hired in Carroll County to obtain Commercial Drivers Licenses with passenger endorsements.. They are looking at working with NH Employment Security for options to train the CDL drivers.

Tri-County CAP was recently awarded funding from the Endowment for Health to fund the Project Manager/System Operator position for the Carroll County project for two years.

Beverly Raymond explained that they are currently looking at vehicles specifications to see what will work best for the area.

**Adjourn:**

A motion to adjourn was made by Glenn English and seconded by Joseph Elgosin. All were in favor and the meeting was adjourned at 4:30

*Minutes Approved: August 19<sup>th</sup>, 2009*